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From The Chair ...

Lee Stout

Summer's over. I can hardly believe that fall is here again. Classes, football, falling leaves, then snow... Well, the summer was not a complete waste: I did manage a few good books. Journalists were high on my list in July and August and two in particular piqued my archival sensibilities. A rest on Prince Edward's Island's Cavendish Beach put me in the mood for Dave McIntosh's *Ottawa Unbuttoned, or Who's Running this Country Anyway?*

McIntosh, a 26-year veteran of The Canadian Press wire service, is full of great stories about Canadian politics and has no doubt that the mandarins of Ottawa have taken over the country. What is pertinent here though is that years after events McIntosh still tries to learn the truth. He doesn't just go back and interview participants, he goes to the archives.

In several discussions of major issues of Canadian defense policy, McIntosh describes using documents in the Public Archives in Ottawa. What surprises me is that he's clearly done the looking himself and that his quotations and explanations are cleanly retold with no claims of incredible discovery. I enjoy seeing a journalist play it straight and refrain from implying the archives had no idea of the treasures buried within its boxes.

The second volume was David Brinkley's *Washington Goes to War*. By most measures, this is a wonderful story, full of Brinkley's wry and cynical observations on the ways of bureaucracy. The "Send your typewriter to war" campaign was a great example of good intentions out of touch with reality. Chester Bowles' strategy in the Office of Price Administration for reallocating equally scarce filing cabinets is an object lesson for records managers. If no one within two hundred feet of a file cabinet knew what was in it, it was given to another office. The National Archives and the new profession of records managers are given their mention in the battle against paper.

National Archivist Solon J. Buck reported that all the paper being produced "would soon fill an acre of ground to the height of the Washington Monument." Records managers needed eleven supervisors' permission to destroy old records, as long as they "made copies of all of them first."

Brinkley acknowledges the National Archives and FDR Library in his source notes, but I find little sense that he holds these places in much honor. As for many Americans, records are simply symbols of bureaucracy. This book leaves one with the unmistakable conclusion that for Brinkley, bureaucratic government is inherently irrational and wasteful.

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THE WORKING GROUP ON STANDARDS FOR ARCHIVAL DESCRIPTION

The Working Group on Standards for Archival Description held its second meeting June 2-3 in College Park, MD. The project is sponsored by Harvard University with funding from the NHPRC.

The Working Group first met in December, 1988 at which time it identified several areas it wanted to study in greater detail. Several members were asked to prepare background papers to provide the framework for the discussions during the second meeting.

Among the topics considered were:

- whether the archival profession should try to develop guidelines or conventions for archival information management systems that would be applicable to all repositories
- the viability of adopting standards for specific kinds of finding aids, such as catalog records, inventories, or guides
- the potential archival uses of the USMARC Formats for Authorities and Holdings which until now have received little attention from the archival community

- approaches to reconciling the current differences among cataloging rules for various types of archival materials, including textual records, visual materials, and information stored in electronic form
- the use of controlled vocabularies to provide access to archival and manuscript material and the need for more active participation by archivists in their development
- characteristics of standards employed by creators of electronic records, their potential value for the archival management of these records, and the need for archivists to influence their development and application to ensure long-term access and use
- the work on standards for archival description in Canada and its relation to similar projects in the U.S. and internationally.

The discussion of these issues led the group to draft a series of recommendations. Some of the

recommendations call on specific groups to take action: the Society of American Archivists, for example, is encouraged to establish a standards board to coordinate and monitor all archival standards related activities. The group also will recommend that SAA formally recognize the cataloging rules contained in its forthcoming second edition of Steve Hensen's *Archives, Personal Papers, and Manuscripts* as a standard for archival description. Other recommendations endorse the development of specific products or tools, such as a general handbook on standards for archivists. Still others identify broader or longer-term needs. Finally, several areas are identified in which strengthened research and development activity are needed.

The final report is now being prepared. In addition to the recommendations, it will contain a narrative section summarizing both the recent evolution of archival description and the discussions that led to the group's conclusion, plus full texts of all of the background papers on which the deliberations were based. In addition, the papers written by Lisa Weber, David Bearman, and Richard Szary before the group's first meeting will also be included.

The group will distribute the published report as widely as possible within its limited budget. A shorter, summary report will also be published and distributed to ensure that the conclusions and recommendations reach as broad an audience as possible. Anyone wishing to receive a copy of the final report when it is completed should address a request to Vicki Walch, Project Coordinator, 65 North Westminister Street, Iowa City, IA 52245.

□

FROM THE CHAIR

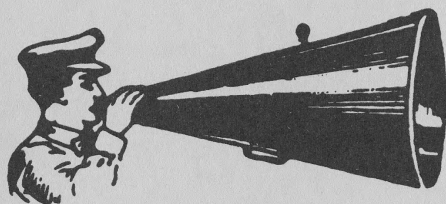
(Continued from p.1)

It's ironic that the essential records to document this history are seen as in themselves the unwelcome products of this crazy system.

It's too bad that journalists are such strangers in archives. Except for the investigative reporter, most lack the time to do much research for background on their stories. This relative unfamiliarity with archives is often reflected in the

journalists' treatment of news about us. The superficial understanding of what we are trying to accomplish often translates into a kind of "trivial pursuit" mentality. If we want to change our image, we need to bring in the journalists, show them our collections, and, most importantly, explain our purposes to them. □

NEWS NOTES



CERTIFICATION STATUS REPORT

The petitions of over 100 archivists have been reviewed and approved for certification. An Academy of Certified Archivists (ACA) is being established. Its organizing meeting is Thursday evening, October 26, in conjunction with the SAA's annual meeting in St. Louis. At this meeting details of the Academy's organization and relationship with SAA will be determined.

Four groups of archivists, representing a variety of institutional affiliations and areas of specialization, met in February and May to develop questions for the examination, and a similar group met in late June in order to construct the examination itself.

A candidate handbook that outlines the examination process and gives some sample test questions is available from the SAA office. The first certification examination will be administered October 26, also in conjunction with the SAA annual meeting in St. Louis.

For information, contact Edie Hedlin, Chair, Interim Board for Certification, National Archives, Washington, DC 20408 or phone (202) 523-3203.

THE DANGER OF A FIREFIGHTING WONDER

Responding to growing pressure from the Environmental Protection Agency and environmental groups, a wide range of businesses, military installations and cultural institutions are struggling to curb their use of halons, a highly effective family of firefighting chemicals believed by scientists to be even more destructive to the world's ozone layer than their better-known chemical cousins, the chlorofluorocarbons.

Molecule for molecule, halon compounds are three to ten times as destructive to high-altitude ozone as chlorofluorocarbon 11 and 12, said Stephen O. Anderson, chief of the technology and economics branch in the E.P.A.'s division of global change.

Although halons are produced in smaller quantities than chlorofluorocarbons, or CFC's which are used in air-conditioning and refrigeration, experts estimate that they could account for up to a sixth of the eventual ozone depletion from current industrial gas production.

Halons were little known in 1978 when the United States first moved to cut back on CFC's by banning their use in aerosol cans. Today, though, the halons' unique firefighting characteristics have

made them the technology of choice for protecting everything from rare documents, like the Declaration of Independence, to air-craft and computer installations.

Nevertheless, given the importance of protecting the ozone layer, which shields the earth from the sun's ultraviolet radiation, halon producers are searching for substitutes. The United States and 38 other countries are committed to reducing consumption to 1986 levels by 1992. E.I. du Pont de Nemours & Company, which estimates it has about half of the \$75 million domestic market, says its goal is to phase out halon production along with CFC's by the end of the century.

Halons stop combustion in enclosed areas within seconds, usually without requiring the evacuation of people near the flames. Most approaches to suppressing fires involve smothering them (as with carbon dioxide gas, which is heavier than air and displaces the oxygen that a fire needs to burn) or cooling the fuel below its burning point (for example, by pouring on water).

Halons disrupt a fire's chemistry, although the exact process is not will understood. As many as 40

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NHPRC GRANTS AWARDED JUNE 1989 IN MID-ATLANTIC REGION

District of Columbia Historical Records Advisory Board, Washington, DC: A grant for travel and meeting expenses to enable the District Board to foster the development of cooperative acquisition policies in District repositories and to act as a forum for communication among repositories to encourage coordinated documentation efforts.

People-to-People Health Foundation (Project HOPE), Millwood, VA: A grant to establish and develop an archives and records management program. (See description in "State and Local News")

Buffalo and Erie County Historical Society, Buffalo, NY: A grant to hire a consultant to develop a plan for computerizing its 3,300 feet of manuscript collections.

NY State Forum for Information Resource Management, Albany, NY: A grant to inventory automated databases and selected manual files in eight New York State agencies, to produce an automated database in the USMARC format and a printed sourcebook of information describing the databases and files, and to evaluate information management and policy issues.

New York City Department of Records and Information Services, New York, NY: A grant to produce microfilm of and guides for the 720,000 black and white 35mm nitrate photonegatives in the New York City Department of Taxes Photograph Collection. The collection, dating from 1939 to 1941, documents every building in New York's five boroughs standing at the time.

The Jewish Museum, New York, NY: A grant to hire a consultant to bring the computerized records of the National Jewish Archives of Broadcasting into conformity with national descriptive standards.

THE DANGER OF A FIREFIGHTING WONDER

(Continued from p. 3)

chemical reactions may be involved. Halon leaves far fewer residues than water or carbon dioxide firefighting technology and is less likely to harm electrical and electronic equipment in the burning area.

The same bromine atoms that fight fires so effectively also break up ozone molecules in the stratosphere.

The ratification of the Montreal Protocol on ozone depletion in September 1987 by the U.S. and most other industrial nations is already putting pressure on consumers.

The National Fire Protection Association, which three years ago considered advising municipalities to require the testing of halon systems on installation, now opposes all halon emissions except for fires. Insurers have dropped their requirements that tests be conducted. Many users have already cut back on training in firefighting that involves the release of halon.

Halon distributors are buying equipment to recycle halon reservoirs in buildings being demolished to prevent the unnecessary release of the chemicals in the air. About half of recoverable halons were recycled two years ago, said Gary M. Taylor, a Toronto fire-control expert who has been chairman of the Halon Technical Options Committee, an international group studying alternatives. Today, about 75 percent are recycled and that figure may reach 95 percent by the end of next year, Mr. Taylor said.

Less than half of worldwide emissions are related to putting out fires, according to a survey of 1986 usage by the Halon-Technical Options Committee, an international body that reports to the United Nations Environment Program.

A complete phase-out will eventually be necessary. The committee has called for the immediate elimination of halon use except when required to save lives or produce broad benefits to society.

But the committee concluded that to protect the ozone, countries should be prepared to spend more on other fire prevention systems and to risk more costly property losses in cases where halon could be eliminated without endangering lives.

Halons are so expensive that they are used mostly when considered indispensable. A typical halon system is likely to be more than twice as expensive as automatic sprinklers. Halon systems cost upwards of \$14 per square foot of floor area protected.

Keith Bradsher, *N.Y. Times*, August 9, 1989.

PEOPLE

Wilson E. O'Donnell has been appointed Executive Director of The New Jersey Historical Society. He comes to the Society from the Monmouth County, NJ Historical Association. **Sarah Collins** has been appointed Director of the Foundation Center Library in New York City. She served previously as Library Director at The New Jersey Historical Society. **Rosalind Libbey** has been appointed Acting Director of the Society's Library. **Diane Cintron** has joined the staff of the Salvation Army Archives and Research Center as an archival technician. **Cynthia Swank**, former Archivist of J. Walter Thompson Company, has resigned from Unisys Corporation, and is establishing a consultancy in archival management and records management, headquartered in Philadelphia. She also has become a Certified Records Manager. **Arthur F. Sniffen** has been appointed Archivist at The Rockefeller University. **Diane Stalker** has been appointed Archivist at Barnard College of Columbia University. **Virginia K. Erland** has been appointed Director, Municipal Reference and Research Center at the New York City Department of Records and Information Services.

STATE AND LOCAL NEWS

D.C.

The United States Catholic Conference officially began work in its new headquarters, near The Catholic University of America, on June 12, 1989. The formal dedication took place on September 26.

The new building has a spacious archival vault in the basement with an area of 1,600 sq. ft. The exterior wall is poured concrete; the three interior walls are cinder block covered with two-hour fire-resistant drywall. There is an acoustical ceiling with the concrete ceiling above it. The automatic sprinkler system is activated if the temperature reaches 165°F. The vault has its own heating and ventilation unit.

The office of the archivist is in the library on the second floor. Researchers and visitors are welcome, Monday to Friday, 9-5. For further information please contact the Office of the Archivist, U.S. Catholic Conference, 3211 4th Street N.W., Washington, DC 20017-1194 or phone (202) 541-3393.

NEW JERSEY

The New Jersey Committee for the Humanities is sponsoring free humanities grant workshops to be held at various locations in New Jersey on October 16, 17, and 20, 1989. For further information, please contact Lisa Goldman, New Jersey Committee for the Humanities, 73 Easton Avenue, New Brunswick, NJ 08903 or phone (201) 932-7726.



The next meeting of MARAC's New Jersey Caucus will be held at Seton Hall University, South Orange, NJ on October 18, 1989, at 4 pm. Following the meeting, there will be a tour of the University Archives. For further information, please call Maxine Lurie at (201) 463-1655.

NEW YORK

NEW YORK ARCHIVES WEEK OCTOBER 2-7

To celebrate the important contributions archives make to New York as a world-class information capital, the Archivists Round Table of Metropolitan New York has declared October 2-7 to be *New York Archives Week*.

A series of events will reveal to the public some of the riches of the City's archives. As one of New York's most important archives, DORIS will play a central role in the celebration. *Archives Week* will kick off with a gala party and end with an Archives Fair. The public is invited to bring archival materials in their possession to the fair - family records, photographs, community records, church and organizational records - for evaluation by professional archivists and historians and for expert advice on how to keep them in good condition.

During the week, archivists representing various types of repositories will present programs ranging from exhibitions to seminars to walking tours in settings as diverse as high school classrooms and formal exhibition spaces.

For more information and a schedule of events contact Leonora Gidlund, DORIS, Municipal Archives, 31 Chambers Street, Room 103, New York, NY or phone (212)566-1787.

(New York continued on p. 6)

PENNSYLVANIA

FORMATION OF HISTORICAL SOCIETY OF THE UNITED STATES COURT OF APPEALS FOR THE THIRD CIRCUIT

At a recent ceremony at the U.S. Courthouse in Philadelphia, Chief Judge John J. Gibbons announced the formation of the Historical Society of the United States Court of Appeals for the Third Circuit. Judge Gibbons noted that there was an important need to publicize the court's rich history, and to preserve significant court documents for future research.

Of particular interest are the personal papers of judges such as The Hon. Albert Branson Maris, appointed to the federal bench by President Franklin Roosevelt in 1936, whose career spanned nearly 53 years. His papers will provide legal researchers and historians with valuable insight into the workings of the court during a period of great accomplishment and evolution.

With the assistance of the National Archives, the Historical Society is working to catalog Judge Maris' papers, and a permanent commemorative exhibit at the Philadelphia U.S. Courthouse is scheduled for later this year. In addition, a variety of historically significant court documents and artifacts will be exhibited at the Third Circuit Judicial Conference this fall.

A by-laws committee is developing the Historical Society's organizational and dues structures. For further information contact Bill Buckley, 21613 U.S. Courthouse, 601 Market Street, Philadelphia, PA 19106, (215) 597-0718.

PENNSYLVANIA

(Continued from p. 5)

STATE MUSEUM SEEKS OBJECTS FOR WPA EXHIBIT

HARRISBURG, (July 17) - The State Museum of Pennsylvania is seeking artifacts and information for a major exhibit which explores the impact of the Works Progress Administration (WPA) and other agencies of President Franklin D. Roosevelt's New Deal. The "WPA Exhibit" is scheduled to open at The State Museum of Pennsylvania in 1990, and will focus on the effects of the so-called "alphabet agencies" which provided jobs and economic assistance in virtually all areas of the state's economy during the Great Depression.

In organizing this special exhibit, which is sponsored by the Office of the Cultural Advisor to the Governor, the Department of Commerce, and the State Museum, museum staff are seeking objects which document the impact of the New Deal programs on the lives of Pennsylvania residents. These objects might include tools used, clothing worn, artwork created, photographs made and other physical objects which have survived.

A staff member has been assigned to assist individuals, institutions and organizations in gathering these materials which might be studied, copied, loaned or donated for exhibit use.

To report information on materials which you have or are aware of, call or write Christine Yanick, Education Department, The State Museum, Box 1026, Harrisburg, PA 17108-1026; (717) 787-5493.

(Pennsylvania continued on p. 7)

NEW YORK (Continued from p. 5)

Nanci A. Young has been awarded an NHPRC Fellowship at the **New York State Archives and Records Administration**. She is presently an Archivist in the Manuscripts and Archives section of the Yale University Libraries. During her fellowship, she will be actively involved in developing and carrying out user studies at both the statewide and institutional levels. For both studies, Ms. Young will conduct appropriate literature searches, design a research structure for collecting and interpreting information, and analyze the information and provide written recommendations regarding the projected use and uses of a statewide database and of the records of the New York State Archives. She will also be involved with the development of policy and procedures on access to confidential state government records.

★★★★

Rochester General Hospital's Baker-Cederberg Museum and Archives received a grant from the New York State Discretionary Grant program for the Conservation and Preservation of Library Research Materials to microfilm scrapbooks dating from 1864 to 1923.

The Hospital's scrapbook collection includes newspaper articles, ephemeral materials, and invitations. When the microfilming is complete the materials will be indexed and available to local researchers.

The Baker-Cederberg Museum and Archives was established in 1947 as part of the Hospital's Centennial, preserving and exhibiting materials from Rochester General's past. It houses collections of minute books, uniforms, memorabilia, a 15,000 image photo collection, several special collections, and scrapbooks.

For more information, please contact Deborah Cretney, Rochester General Hospital, 1425 Portland Avenue, Rochester, NY 14621 or phone (716) 338-4573.

★★★★

The New York City Municipal Archives Reference and Research Fund has awarded grants to three New York City agencies to arrange, preserve and restore historical records created by city government and make them available to the public.

The fund was created in 1985 to enable the Department of Records and Information Services (DORIS) to receive proceeds from the sale of non-archival collectible items. The department administers the fund and the grants awarded to city agencies, including DORIS itself, for non-mandated but essential archival projects and related programs. The initial investment consisted of proceeds from the 1985 sale of John James Audubon's *The Birds of America*, which netted \$1.4 million.

The agencies benefiting from the fund this year include:

- DORIS: NYC Department of Taxes Photograph Collection Preservation Project; Old Town Records Collection Processing Project; Colonial Records Preservation Project, Phase II
- La Guardia Community College: Fiorello H. La Guardia Papers Preservation Project, Continuation
- Art Commission: Correspondence Files of the Art Commission, Phase III

Three applications from the Department of Parks and Recreation, the Art Commission and the Brooklyn Borough President's Office are still under review.

VIRGINIA**GRANT TO ESTABLISH HOPE ARCHIVES**

An archives for Project HOPE artifacts and documents will be established in Winchester, Va., using a grant recently awarded by the National Historic Publications and Records Commission, a division of the National Archives.

The archives, to be housed at the Project HOPE Distribution Center, will include materials spanning more than 30 years of international health service. Project HOPE was established in 1958 as an independent, non-profit foundation which sends medical personnel to countries requesting educational assistance.

A prototype of the archives has been organized by Rebecca Ebert, archivist of the Handley Library in Winchester, who consulted with Project HOPE earlier this year. Materials for the archives will include items from the S.S. HOPE, the world's first peace-time hospital ship.

The grant will be used during an 18-month period beginning in September, during which a professional archivist will survey 500 linear feet of records, arrange what is found, establish policies and generate an inventory.



The University of Virginia has announced its annual "History of Health Sciences Lecture Series." Topics and dates include "Cancerphobia in Modern American History and Culture", October 19, 1989; "The Story of the 8th Evacuation Hospital in World War II", November 16, 1989; "Conflict and Continuity in the American Hospital", March 20 or 21, 1990; and "From Medical Ethics to Bioethics: An Historical Analysis of the National Trend and its Impact on Medical Decision-Making", April 12, 1990. All lectures will be held at 5 pm. For further information, contact Joan Echtenkamp Klein, Claude Moore Health Sciences Library, Box 234, University of Virginia, Charlottesville, VA 22908 or phone (804) 924-0052.

REORGANIZATION AT PENNSYLVANIA STATE ARCHIVES

A reorganization plan for the Pennsylvania Historical and Museum Commission's (PHMC) Bureau of Archives and History has resulted in the creation of two divisions responsible for providing archival services. The Division of Archives and Manuscripts, headed by Dr. Robert Dructor, is responsible for processing, arranging and describing records acquired by the State Archives; operating the Search Room and archives storage areas; administering the Commonwealth's Land Office; providing reprographics services; and appraising and overseeing the care of all manuscript collections stored off site at the PHMC's twenty-seven historic sites and museums.

The Division of Archival and Records Management Services, headed by Frank Suran, is responsible for appraising records; conducting outreach activities; issuing *Pennotes*, the newsletter of the Pennsylvania State Archives; and providing mandated archival and records management services to State government agencies, the Commonwealth's 5,662 units of local government, and other institutions and repositories maintaining historical records.

PENNSYLVANIA

(Continued from p. 6)

NOTICE OF CLOSING

The Pennsylvania State Archives will be closed to researchers for asbestos abatement and renovations for approximately six months beginning July 24, 1989.

Because all staff will have to be relocated during the renovation phase of the project, access by the public to archival records will be severely limited.

Researchers are therefore asked to postpone all on-site visits until after January 1, 1990. During the time the Archives will be closed, limited reference service by mail will be available, and emergency requests can be made by calling (717) 787-2701.

For further information, please write Pennsylvania State Archives, Box 1026, Harrisburg, PA 17108-1026.

UNITED STEELWORKERS ARCHIVES

The Historical Collections and Labor Archives at Pennsylvania State University has received a grant from the National Endowment for the Humanities to continue processing the records of the United Steelworkers of America. Penn State has been the official repository for the union's historical records since 1967. Diana L. Shenk is the project archivist. She can be reached at (814) 863-2505.

NEW JERSEY

The next meeting of the Princeton Preservation Group will be held at the Educational Testing Service, Princeton, NJ on October 10, 1989, at 6 pm. Representatives from the Conservation Center for Art and Historic Artifacts in Philadelphia will address current programs at regional conservation centers, as well as specific treatments recently conducted at the Center. For further information, please call Gary Saretzky at (609) 734-5744.

NHPRC SEEKS HOSTS FOR ARCHIVES ADMINISTRATION FELLOWS

The National Historical Publications and Records Commission is offering two \$33,600 fellowships in archival administration for 1990-91 — one at a college/university archives (or special collections unit) and the other at a state archives, beginning September 1, 1990. The positions focus on active, hands-on experience in administration and management and provide an opportunity for professional archivists with two to five years experience to gain new or additional experience with administrative procedures and problems during a nine/ten month period. Host institutions are given \$500 to interview applicants. Request guidelines and application forms from the NHPRC, National Archives Building, Washington, DC 20408. Host applications must be received by October 1, 1989. Contact Laurie A. Baty at 202-523-5386.

COLONIAL DAMES SCHOLARSHIP AVAILABLE

A scholarship to the National Archives' Modern Archives Institute, to be held January 29–February 9, 1990, is available from the Society of American Archivists. The award is funded by the Colonial Dames of America, Chapter III. To be eligible, an applicant must be an employee of an archival institution or agency with a fair percentage of its holdings in a period predating 1825; have been employed less than two years as an archivist or archives trainee; and actually be working with archives or manuscripts regardless of title.

Resumes accompanied by two letters of recommendation should be sent to Phillip N. Cronenwett, Special Collections, Dartmouth College Library, Hanover, NH, 03755 (603) 646-2037 by December 1, 1989.

CALENDAR

HOUSTON CONFERENCE ON FORGED DOCUMENTS AND IMPRINTS

The University of Houston Libraries, in cooperation with the Rockwell Fund, Inc., is organizing the Houston Conference on Forged Documents, which will be held at the Houston Marriott Medical Center on November 2-4, 1989, and will have as its theme the authenticity and integrity of historical document collections.

The conference will examine the evidence of forged documents that have found their way into the collections of university libraries and large research-oriented public libraries, archives, historical societies, and museums, as well as into privately held collections. This meeting will afford the first occasion for a large and diverse audience to participate in discussions of the implications of these discoveries. The conference will examine issues concerning the credibility of document collections and their impact on scholarly research. Further, it will explore protocols that institutions may adopt in order to deal honestly and responsibly with forgeries and fabrications once they are discovered. The program has been structured to give ample and immediate opportunity for audience participation during each of the four sessions. The proceedings will be published in book form to increase public awareness and ensure the widest possible dissemination of the information and ideas generated at the conference. For more information, please contact Pat Bozeman, University of Houston Libraries, Houston, TX 77004.

★★★★

A workshop "Exhibition of Books and Manuscripts: Practices in Registration, Conservation, and Installation" will be held November 2-3, 1989.

It is designed for curators, registrars, preparators, technicians, conservators, archivists, and librarians in museums and related organizations. This program is directed to participants with a mid-to-advanced level of experience, with responsibilities for installation of books and other pertinent objects.

Instruction will include hands-on installation of books and flat materials. Other problem-solving exercises will be devoted to registration methods. In addition to the hands-on session, faculty will present lectures and lead group discussions.

This two-day workshop is divided into three components: registration, conservation, and installation. Registrarial systems for incoming and outgoing materials will be examined in depth, in reference to both policy and procedure. Movement of objects will be discussed, including packing and crating. Sessions on condition reporting will feature hands-on exercises. Participants will study conservation problems inherent in these objects and then work through solutions. Procedures for evaluating conservation problems will be addressed. Methods for creating and monitoring environments (both micro and macro) will be examined. Sessions will describe how to determine supply needs and where to find supply sources.

For further information, please contact Stella Paul, Museum Workshop Program, Department of Public Programs, The Metropolitan Museum of Art, Fifth Avenue at 82nd Street, New York, NY 10028; (212) 879-5500, ext. 3645.

PHOTOGRAPHIC EXHIBITIONS AT THE NATIONAL ARCHIVES - MID ATLANTIC REGION

Opening September 4th at the National Archives Mid-Atlantic Region is a four-month exhibition featuring photographs of the American West by various artists, and the glass blowing industry in Millville, New Jersey, by Lewis Hines. Photographs will be displayed in the lobby of the William Penn Post Office Annex of 9th and Chestnut Streets.

The American West photographic display commemorates the Centennial of the American West as well as the Sesquicentennial of the discovery of photography (in cooperation with the Sesquicentennial Photography Project). *Westward HO! Photographs of the American West from the National Archives* examines surveys, expeditions, soldiering, law, life from the land, and the conquering of the Indian in the West. These photographs have been gathered from the National Archives' vast collection of photographs in such areas as Geological Survey, Office of the Signal Officer and U.S. Regular Army Mobile Command. They were taken by such well-known American photographers as Henry G. Peabody, William H. Jackson, and Timothy H. O'Sullivan.

Preserving a Tradition: Glass blowing in Millville, New Jersey is an exhibition of photographs by Lewis Hine as part of the National Research Project of the Works Progress Administration (WPA). Hine was a social documentary photographer who took pictures in order to provoke change. His images of glass blowing in Millville, New Jersey, taken between December 1936 and July 1937, were part of an attempt to document changes in traditional crafts and industrial techniques, and to evaluate the effects of these changes on communities and workers.

The exhibition can be viewed at the National Archives-Mid-Atlantic Region, Ninth & Market Streets, Room 1350, Philadelphia, PA 19107, Monday - Saturday 8:00 a.m. - 6:00 p.m. For more information, call (215) 597-3000.

MORE CALENDAR NOTES!

The Annual Meeting of the Society of American Archivists will be held October 25-29, 1989, at the Clarion Hotel, St. Louis, Missouri. Contact: Georgeann Palmer, Society of American Archivists, 600 S. Federal, Suite 504, Chicago Illinois 60605, (312) 922-0140.

★★★★

A seminar entitled "Contemporary Copyright Issues" will be held at the Grand Hyatt Hotel in New York City, October 23, 1989. The seminar is sponsored by Prentice Hall Law & Business, 910 Sylvan Avenue, Englewood Cliffs, NJ 07632; phone (800) 223-0231.

★★★★

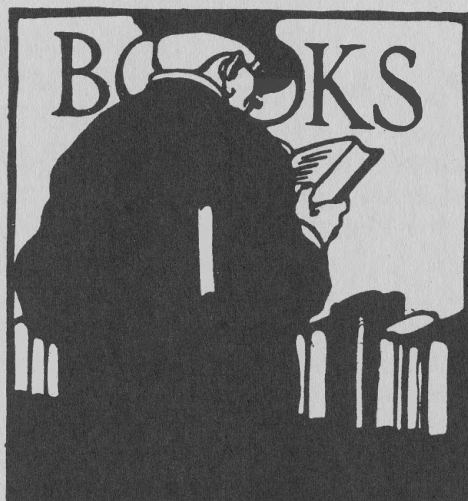
A class on "Disaster Planning and Recovery" will be held at Rutgers University, October 20, 1989. For further information contact Jana Varlejs, Director of Continuing Education, SC/LS, Rutgers University, New Brunswick, N.J. 08903

WORKSHOP ON THE CARE AND MANAGEMENT OF PHOTOGRAPHIC COLLECTIONS

The Metropolitan Museum of Art and the Northeast Document Conservation Center will present a workshop on the care and management of photographic collections to take place December 4-6, 1989. It will be held at The Metropolitan Museum and at the New York Public Library. It is sponsored by the New York State Council on the Arts, and funded in part by the National Endowment for the Arts. This workshop is designed to educate collections administrators, curators, and others about management, storage, and conservation treatment methods for preserving photographic collections.

Topics will include the history of photographic processes; identification of photographs and examination methods; physical and chemical deterioration; storage of photographs and conservation treatment; identification, deterioration and duplication of photographic negatives; organization and indexing a photographic collection; the impact of video disk, computer and other technologies for storing and cataloging photographic images; and survey and disaster planning. The workshop will include a conservation clinic with examination of objects and slides brought by participants, and a tour of The Metropolitan Museum of Art Departments of Prints and Photographs, Paper Conservation and Photographic Studio.

The fee for the three-day workshop will be \$150 for participants who represent New York state institutions, and \$200 for out-of-state participants. For additional information regarding the workshop contact Stella Paul, The Metropolitan Museum of Art, 5th Avenue at 82nd St., New York, NY 10028; (212) 879-5500, ext. 3645.



REFERENCE SHELF

CONTRIBUTIONS NEEDED FOR SPECIAL ISSUE

The summer 1990 issue of the *The American Archivist* will be devoted to the subject of preservation in an archival setting. Anne R. Kenney will serve as guest editor. Initial plans call for preservation-related contributions in all sections of the journal. Four or five major articles will examine such topics as the national preservation context, research and development, preservation planning, and a survey of the field. Suggestions for "Case Studies", pieces for "Perspectives", the "International Scene", and materials for the "Reviews" section are specially welcome.

The deadline for submissions is December 1, 1989. For further information, contact Anne Kenney, Conservation Department, 701 Olin Library, Cornell University, Ithaca, NY 14853 or phone (607) 255-6875.

★★★★★

Archives Assessment and Planning Workbook, edited by Paul H. McCarthy, published by SAA with assistance from the National Historical Publications and Records Commission. The core of the manual consists of ten sections covering the fundamental areas of archival work, including legal and government authority, finances, staff, holdings, physical facilities, preservation, processing, access, and outreach activities. Each section presents an archival administrative principle and provides a checklist of possible programmatic activities with a worksheet for noting areas in need of improvement. The workbook is supplemented by statistical information on archival repositories in the U.S. Price: \$19.00 SAA members, \$24.00 non-members. Order from SAA.

★★★★★

Conserving and Preserving Materials in Non-book Formats, proceedings of the 30th Allerton Institute, held in November, 1988 at the University of Illinois, will soon be published. Pre-publication price: \$20.00. Order from: Graduate School of Library and Information Science, 410 Daid Kinley Hall, 1407 West Gregory Drive, Urbana, IL 61801.

THE NATIONAL ARCHIVES PUBLISHES "GUIDE TO PRE- FEDERAL RECORDS"

The National Archives announces the publication of *A Guide to Pre-Federal Records in the National Archives*, compiled by Howard H. Wehmann and revised by Benjamin L. DeWhitt.

The guide will assist researchers in locating records in the National Archives that were created during, or relate directly to, the period preceding March 4, 1789, when the Constitution went into effect.

The guide identifies and describes records of the Continental and Confederation Congresses, the Constitutional Convention, the Department of State and the Treasury, the Office of the Chief of Engineers, the Quartermaster General, the Bureau of Land Management, the Adjutant General's Office, the Veterans Administration, and other agencies.

The 392-page casebound book is available for \$25.00 (plus \$2.00 shipping/handling) from the National Archives Trust Fund, PO Box 100793, Atlanta, GA 30384; phone (202) 724-0086

★★★★★

Sources in Electrical History: Archives and Manuscript Collections in U.S. Repositories, compiled by Joyce E. Bedi, Ronald R. Kline, and Craig Semsel describes several hundred collections including information on access and available finding aids. Repository and subject indexes are appended. The volume is available from the Center for the History of Electrical Engineering, 345 47th Street, New York, NY 10017-2394 or phone (212) 705-7501.

★★★★★

Brent, Joe, "An Introduction to the Care and Feeding of Journal Recordings" has been published in *The Primary Source*, V.11, no. 2 (Summer 1989) p. 7-10. Copies are available from Society of Mississippi Archivists, PO Box 1151, Jackson, MS 39205.

NARA PUBLISHES GUIDES TO HOUSE AND SENATE RECORDS

The Center for Legislative Archives of the National Archives has published two guides to legislative records at the National Archives: the "Guide to the Records of the United States House of Representatives at the National Archives, 1789-1989," (House Document 100-245), and "Guide to the Records of the United States Senate at the National Archives, 1789-1989," (Senate Document 100-42). The office of the Bicentennial of the House of Representatives (now the Office of the Historian) has recently published "A Guide to Research Collections of Former Members of the House"; it is the result of a national survey to locate former House members' papers. It is available from the Office of the Historian, U.S. House of Representatives, Cannon House Office Building, Room 138, Washington, D.C. 20515.

(MAC Newsletter, April 1989).

★★★★

Genealogical Resources in the New York Metropolitan Area, published by the Jewish Genealogical Society, \$24.95 plus \$3.50 postage and handling. This 416 page book includes descriptions of 52 government agencies and courts, 32 libraries, and 20 archives. Basic information for each facility includes name, address, telephone number, travel directions, and hours of operation. Holdings, geographic scope and time span, finding aids, access, and copying facilities are noted. A description of the facilities' copying fees and restrictions on use are spelled out. Indexes can be used to determine which repositories hold genealogical and biographical material, local historical and newspaper collections, maps, census records, probate records, naturalizations, vital records indexes, name changes, marriage and divorce and birth and death records. In addition to New York City, the book also includes Long Island, Westchester, and Northern New Jersey as well as Albany and Trenton. The book can be ordered from the Jewish Genealogical Society, Inc., PO Box 6398, New York, NY 10128.

Mary Boccaccio

★★★★

British Archives: A Guide to Archive Resources in the United Kingdom has just published a 2nd edition. Many newly established and specialized archives are included. Entries have been restructured to show the archives of organizations as distinct from deposited collections. It is available from Stockton Press, 15 East 26th Street, New York, NY 10010 at a cost of \$130. Please cite 0-935859-74-8 when ordering.

★★★★

PRESERVATION PLANNING FOR ARCHIVES

The National Association of Government Archives and Records Administration (NAGARA), with funds from the National Historic Publications and Records Commission (NHPRC), will produce by September 1990 an archival preservation planning manual, resource notebook, and computer program for archives to use in a self-study to assure the systematic and economical preservation of all their holdings. (Contact NAGARA Preservation Planning Project, Georgia Dept. of Archives and History, 300 Capitol Avenue SE, Atlanta, GA 30334).

SPECIAL COLLECTIONS IN COLLEGE AND UNIVERSITY LIBRARIES

This comprehensive, detailed directory of the special collections and rare book holdings of 1,800 colleges and universities features in-depth descriptions of the special collections and rare book and manuscript rooms open to the public, and specialized collections in departmental libraries and general stacks.

There are holdings of every type: rare first editions, personal papers and manuscripts, incunabula, maps, prints, photographs, music, recordings, videotape, etc.

Entries describe the contents of the collections, list names of donors, authors collected, titles of notable works, and provide essential data on each institution and its library, including the name and telephone number of the librarian in charge.

Available for \$90.00 from MacMillan Publishing Company, Attention Robert Oppedisano, 866 Third Avenue, New York, NY 10022; or phone (800) 257-5755.

★★★★

INTERNATIONAL BOOKBINDING MASTERCLASSES

A detailed report of the International Bookbinding Masterclasses held in Soundwell, Bristol, UK from May 31-June 9, 1988 has been published in *Binders Guild Newsletter*, v.12, no.4 (June 1989) p. 2-6,9. It is available from the author, Thelma George, Perkins Library, Duke University, Durham, NC 27706.

REFERENCE SHELF (Continued from p. 11)

Delaney, John M., *A Guide to Modern Manuscripts in the Princeton University Library*, Boston, G.K. Hall & Co., 1989. This volume includes collection descriptions of the Manuscripts Division, Twentieth-Century Papers in Public Affairs in the Seeley G. Mudd Manuscript Library, the William Seymour Theatre Collection, and Princeton Collections of Western Americana and Historic Maps. In addition to the collection descriptions, name, date, subject, title, form and person and corporate body indexes are provided. ISBN 0-8161-0469-7.

★★★★

ARCHIVES ACCESSION ANNUAL

Joyce, William L., ed., *Archives Accession Annual 1988* is a comprehensive directory of manuscript accessions in archives and repositories nationwide. The first edition covers acquisitions made in the calendar year 1988, and is organized by institution, with indexes by title of collection, subject, and dates covered in the material. The pre-publication price is \$55 from Mickler Corporation, 11 Ferry Lane West, Westport, CT 06880 or phone (203) 226-6967.

The Library of Congress has published Volume 16 of *Letters of Delegates to Congress, 1774 - 1789*, part of the projected 25 volume series containing the complete correspondence of the 343 delegates who attended the Continental Congresses during the American Revolution. Volume 16 covers the period September 1780 through February 1781. It is available by mail from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402 at a cost of \$38. Please cite stock number 030-000-00200-8 when ordering.

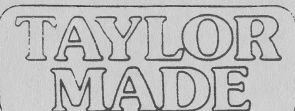
★★★★

Duranti, Luciana, "Medical Health Records: Truthful, Deceitful or Opinionated? Does it Really Matter" appears in *ABCA Newsletter*, v. 15, no. 1 (Summer 1989) p. 5 - 8. It is available from the Association of British Columbia Archivists, PO Box 3869, Main Post Office, Vancouver, B.C. Canada V6B 3Z9.

The *ABCA Newsletter* also contains a column on automation and archives, and a series of reports about the use of computers in a variety of settings.

★★★★

The University of Oregon has published a *Guide to Manuscript Collections Documenting Women in Society: A Descriptive List of Holdings*. It brings together entries of previously obscured materials as well as entries of major collections that have been of national and international interest for many years. It is available from Special Collections, University of Oregon Library, Eugene OR 97403.



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EMPLOYMENT OPPORTUNITIES

UNIVERSITY ARCHIVIST LOUISIANA STATE UNIVERSITY

Responsibilities: The University Archivist reports to the Head of the Louisiana and Lower Mississippi Valley Collections and heads the newly-formed University Archives unit. The archivist will carry out the activities of a two-year grant-funded University Records Project, with specific responsibility for: surveying the records of the University; constructing an appropriate record group and series level structure for university records; devising retention and disposition schedules in cooperation with the State Division of Archives, Records Management, and History; and preparing a records management manual for the campus. At the conclusion of the project the archivist will have responsibility for the direction and coordination of the University Archives program. Supervises a staff of one paraprofessional and student assistants.

Qualifications: Required — Master's degree in librarianship, history, or related discipline with graduate course work in archives and/or records management; strong interpersonal skills and effectiveness in both written and oral communication. Desired — MLS from an ALA accredited program, with a specialization in archives and records management; a minimum of three years experience; experience with MARC:AMC records; a record of active professional involvement. The position is funded for two years under a grant from NHPRC. The University has made a commitment to continue the position after the conclusion of the initial project.

Salary: \$23,000.

Applications: Send applications to Robert S. Martin, LSU Libraries, Louisiana State University, Baton Rouge, LA 70803-3300. Preference will be given to applications received by October 31, 1989.

ARCHIVIST — SALVATION ARMY ARCHIVES & RESEARCH CENTER

Responsibilities: To carry out appraisal, arrangement and description of a variety of media in a metropolitan New York religious archives. Includes reference service and writing historical feature material.

Qualifications: Graduate degree in the humanities, social science or librarianship, specialized archival training and ability to communicate clearly both verbally and in writing. MLS preferred.

Candidates may be appointed at the assistant or associate archivist level depending upon qualifications and experience.

Salary based on qualifications and experience. Minimum \$21,000. Excellent fringe benefits.

The Archives is planning to move from New York City to suburban New Jersey in approximately 12-18 months.

Application deadline: 20 October, 1989. Send applications, resume and list of three references to: Thomas Wilsted, Salvation Army Archives and Research Center, 145 West 15th Street, New York, NY 10011.

NEW YORK STATE ARCHIVES AND RECORDS ADMINISTRATION

There are a number of Public Records Analyst positions anticipated at the Local Government Records Bureau of the New York State Archives and Records Administration. For further information, please contact Robert Arnold III or Bruce W. Dearstone, State Archives and Records Administration, Cultural Education Center, Albany, NY 12230 or phone (518) 474-6926 or 473-8037. The initial application deadline is October 1.

Advertisement

ARCHIVIST

Project HOPE in Millwood, Virginia is currently recruiting for an Archivist to establish an Archives and Record Management program. The term of this position will be September 1, 1989 through February 28, 1991. This individual will conduct survey, appraisal, arrangement and description of records of historical significance relating to S.S. HOPE and international allied health care and education programs. Will be responsible for establishing professionally acceptable archives and record management policies

and practices. The successful candidate will have a MA in Archives Management/related fields and/or MLS with one year of experience in archives administration. Records management experience, use of automated retrieval systems and knowledge of international public health and/or international development is preferred. Please send resume and three professional references to: Personnel Manager, Project HOPE, Millwood, VA 22646/ EOE M/F/H/V.

EMPLOYMENT OPPORTUNITIES

ARCHIVISTS

NEW YORK PUBLIC LIBRARY RESEARCH LIBRARIES

The Research Libraries of the New York Public Library offer excellent opportunities for qualified Archivists in the following positions:

Specialist I

Temporary through June, 1991

Responsibilities: Work on NYPL Records Survey Project, surveying records in Manhattan, the Bronx, and Staten Island. Involves identifying filing systems, inventory records and permanently valuable records to be transferred to the NYPL Archives; scheduling retention/disposition; advising staff on office practices; and arranging accessioned records.

Qualifications: Master's degree in Library Science, history or relevant field; formal archival study; excellent oral and written communication skills; and interpersonal talent. Working knowledge of library applications to microcomputers preferred.

Project Archivist (Specialist II or Specialist I)

Temporary through November 1991

Responsibilities: Under direction of Assistant Chief Librarian for Rare Books, Manuscripts and Archives, serves as Project Archivist for the Black Religion Collection Development Project. Helps identify target churches and church-related institutions and develop/conduct on-site surveys throughout the country.

Qualifications: Master's degree in Library Science, the social sciences or humanities and, preferably, additional graduate degree or formal training in the archives field. Substantial knowledge of Black Religious History required. Two years of appropriate professional experience necessary for appointment at the Specialist II level.

We offer competitive salaries and excellent benefits. Send your resume indicating position of interest to: Lauren Botwick, Human Resources Department, The New York Public Library, 8 West 40th Street, New York, NY 10018. Closing date for applications October 15, 1989. Equal Opportunity Employer M/F.

Advertisement

Documentary Heritage Program. Working with the NY State Archives to develop a new program aimed at strengthening historical records programs in Western New York and to provide training and consultant services to repositories. Program is funded through June 1990, with every expectation — but no guarantee — that it will be renewed.

Qualifications: BA with at least 9 credits in American history, or MA in appropriate field; and three years archival experience. Car and driver's license required.

Salary: \$26,354 and up per year depending on qualifications. Excellent fringe benefits, secretarial support. Send letter of application, resume, and three letters of reference to: Mrs. Joyce Everingham, Executive Director, Western New York Library Resources Council, 180 Oak Street, Buffalo, NY 14203. Application deadline: November 1, 1989. Position available January 1, 1990.

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- Specializing in working with libraries and archives on their preservation microfilming needs.
- Producing archival-quality microfilm masters and duplicates that meet all ANSI/AIIM and Library of Congress standards and specifications.
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FOR ADDITIONAL INFORMATION CONTACT

Marc Zeitschik, President
Archival Survival
505 President Street, Brooklyn, NY 11215
Telephone: (718) 858-0890

EMPLOYMENT OPPORTUNITIES

LIBRARY DIRECTOR DAUGHTERS OF THE REPUBLIC OF TEXAS LIBRARY

Responsibilities: Provides direction and administration for Texas History Research Library at the Alamo. Responsible for collection development and its security, physical maintenance, and preservation. Oversees accessioning, cataloging, processing, preparation of finding aids, reference services, and financial records. Supervises staff of six professionals and technicians. Responsible for budget development and use of automated archival systems. Reports to Library Committee of the Daughters of the Republic of Texas (D.R.T.).

Qualifications: Archival training, experience, and thorough knowledge of archival practice; ALA-accredited MLS degree with minimum five years library work including administrative experience; knowledge of Texas history and historical research methods; must meet public and represent D.R.T. at professional meetings. Computer experience useful.

Salary and Benefits: Beginning salary in high twenties. Group health and life insurance and retirement annuity. No state or local income taxes.

Library: Holdings include 16,000 titles, 2,000 manuscripts and 200 collections, 30,000 photographs, and maps, art newspapers and periodicals, and extensive vertical files. Concentrations are the Texas Republic period, San Antonio history, and the Alamo.

Application: Send letter of application, resume, and names of references to Mrs. Jack D. Robbins, Chairman, D.R.T. Library Committee, 3127 Candlewood Land, San Antonio, Texas 78217.

LIBRARIAN/ARCHIVIST THE UNION LEAGUE OF PHILADELPHIA

Responsibilities: Initially reporting to General Manager. Responsible for the operation and services of the library and archives, with curatorial responsibility for the fine arts collection. Coordinator for the subcommittees of the Library Committee, the activities and programs of each. Staff liaison to Library Committee.

Qualifications: an MA in History, with archival management experience, or MLS with 3 to 5 years of supervisory or related experience. Knowledge of Philadelphia regional history preferred. Proficiency in computers and word processing.

Salary: mid twenties, negotiable, based on experience. Please address all correspondence to Mr. Stanley Orr, General Manager, Union League of Philadelphia, 140 South Broad Street, Philadelphia, PA 19102 or phone (215) 563-6500.

CURATOR/PUBLIC SERVICES ARCHIVIST UNIVERSITY OF PENNSYLVANIA

Responsibilities: curatorial, reference and research services of the University Archives. Direct long-range plan of archival conservation; develop and carry out public programs and exhibitions; provide a range of public services, including the preparation of collection guides; and participate in collection development; promote the University Archives as an educational resource.

Qualifications: MA in American studies, history or related discipline. Three to five years experience in archival or manuscript repository, including training or experience in conservation. Additional MA in professional archival administration or an MLS preferred. Familiarity with automated bibliographic and management information systems. Experience with MARC AMC format desirable.

Salary: \$27,375 - \$34,225. Submit letter of application, resume and three references to Mark Frazier Lloyd, Director, University Archives and Records Center, North Arcade, Franklin Field, University of Pennsylvania, Philadelphia, PA, 19104-6320.

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ARCHIVIST/RECORDS MANAGER

United Association of Plumbers and Pipefitters

RESPONSIBILITIES:

Maintain and expand history office which includes: preparation of displays and publications commemorating the UA's centennial; reference service for officers and staff; preservation of archival documents and publications; oral history project; preparation of guides, inventories, indexes and ready reference materials. Also responsible for developing records management program including overseeing the operation of a computer assisted retrieval system for microfilm records.

QUALIFICATIONS:

Graduate level archival training in history or M.L.S. programs. Combined M.A./M.L.S. preferred. Familiarity with labor history a plus.

SALARY:

Commensurate with qualifications and experience. Minimum \$24,000. Send letter and resume to: Charles J. Habig, General Secretary-Treasurer, PO Box 37800, Washington, DC 20013.

SESSION ABSTRACTS

BLACK ARCHIVES IN THE MID-ATLANTIC REGION

Reported by Diana Lachatanere

Howard Dodson, Chief of the Schomburg Center for Research in Black Culture, introduced the session by reviewing developments in the collecting and availability of Afro-American materials in repositories over the past twenty years. He described some of the specialized institutions that have been established, and archival programs that have been upgraded from special collections to research centers, such as the Schomburg Center. Dodson also mentioned the mainstream institutions and their efforts to acquire and improve access to Afro-American holdings, and the documentary editing projects funded by the NEH and NHPRC. He then discussed the problems facing archival institutions that are magnified in Black institutions. Dodson concluded by calling for the establishment of a cooperative acquisition, collection development, and preservation initiative among institutions collecting Black materials similar to the RLG Network.

The heads of the special collection units at the Schomburg Center then presented the results of surveys they have conducted of Afro-American holdings in the mid-Atlantic region. Diana Lachatanere, Rare Books, Manuscripts, and Archives, conducted a telephone survey of the 42 institutions in the region identified as having Afro-American materials in the *Directory of Archives and Manuscript Repositories in the U.S.* or the *Directory of Afro-American Resources* edited by Walter Schatz (New York: R.R. Bowker Co., 1970), the most comprehensive survey of such holdings in the U.S. Every state has holdings relating to slavery and abolition, but those are the only holdings for the majority of repositories surveyed. Twentieth century Afro-American records and papers, wherein Afro-Americans are the actors and contributors to the making of their condition, are seriously under-collected. With the exception of Black repositories and the Library of Congress, there are few repositories specifically collecting Afro-American materials even when they fall within the institution's subject scope. Lachatanere recommended that a documentation strategy and a survey similar to that done by Walter Schatz be undertaken.

Deborah Willis, Photographs and Prints, telephoned over 100 repositories having photograph collections. Over 80 had photographs reflecting images of the Black experience. The repositories with significant holdings (over 50,000 images) are for the most part Black repositories, Library of Congress, and National Archives. Willis stated that in the past five years

greater efforts have been made to collect photographs relating to Blacks. A number of institutions in the region have organized exhibits, and published books, articles, and catalogs relating their Black photographic collections.

Deirdre Bibby, Art and Artifacts, described two national surveys, one by the African American Museums Association and another by the Museum of the National Center of Afro-American Artists from which she extracted data for the mid-Atlantic region. Bibby noted that very few major museums collected works by Black artists and many appeared to engage in tokenism, acquiring a few works which are exhibited whenever they feel a Black presence is required. Although there is an increased interest in collecting works of Black artists, the most significant and discrete collections are in Black colleges, universities, museums, and culture centers.

Anyone interested in learning about audio and video recordings relating to the Black experience may contact James Murray of the Schomburg.

TARGETS AND TRENDS: A TRANSBORDER LOOK

Reported by Shirley C. Spragge

Slightly plagued by program confusion, the roundtable got underway with Alan Kowlowitz, New York State Archives and Records Administration, and Shirley Spragge, Queen's University Archives, Kingston, Ontario. Spragge described some Canada/U.S. similarities: progress in automation, the move toward certification of archivists, and both national archives' building programs that will put constraints upon public services. Among the topics discussed were the job market in each country (there appears to be a stronger demand for mid-level archivists rather than entry level applicants); the strength of the archival community; member's participation in professional organizations (how-to programs bring out more members than theoretical presentations); and the role of archival organizations as advocates. The session ended with a plea to recognize the value of regional organizations that offer support and collegiality to archivists.

SESSION ABSTRACTS

FEMINIZATION OF THE ARCHIVAL PROFESSION: IMPLICATION FOR OUR FUTURE

Reported by Barbara Niss

This session took note of the increasing number of women in the archives profession, and the implication of this feminization process.

Kathy Marquis, MIT, looked at the profession's confused self-image with roots in the stereotypes of historian gentlemen-scholar and librarian female service-trained helper. Marquis noted archivists' reluctance to define the profession by setting and enforcing educational standards. She also argued for the need to study not only what we do, but also who we are and hope to be in the future.

Judith Thorne, NARA, described the status of women at the National Archives. She noted that there has been a small improvement in the number of women in archivist positions, from 28% to 31%, but she feels the increase is due primarily to demographic changes. Most women are still clustered near the bottom of the archival heap, with the Presidential libraries sporting the worst record of all NARA segments. Citing

NARA's lackluster interest in the role of women, Thorne cautioned that balance in gender and race must be considered in employment decisions if NARA and the profession are to become more democratic.

Lucinda Manning, Barnard College, commented on the effect of sex-role socialization on occupational choices and levels of individual achievement. She noted that some believe female-dominated fields have been unable to control entry into their areas and have not obtained the power to professionalize themselves.

A lively discussion ensued. Topics included moving upward into management, and pay equity with male archivists and other positions requiring similar levels of training and responsibility. A consensus developed that more documentation must be gathered; a group wished to urge MARAC to survey its membership regarding these issues. The excitement generated during the session may lead to efforts that will help MARAC members and all archivists. □

PRESERVATION NEWS

AIC INITIATES ARCHIVES EFFORT

Nancy Carlson Schrock

The American Institute for Conservation has completed a study funded by the NHPRC and the Getty Trust, on the feasibility of establishing an archives for treatment records of conservators. A Task Force composed of conservators, archivists, and a lawyer found that the treatment records of conservators nearing retirement are in jeopardy and need to be preserved because they document, both visually and in written form, the methods and materials used to create and conserve unique artifacts. Such information is important to historians dating, authenticating, and documenting objects; to conservators treating similar works; and to scientists studying the long-term stability of specific treatments and materials.

The Task Force recommended that treatment records be placed in established archives staffed by qualified archivists rather than placing them in AIC Headquarters or regional conservation centers where staff lack expertise in archival practice. A number of repositories willing to accept conservation treatment records were identified; these in time will form a Conservation Archives Network with AIC as the clearinghouse for information about archival collections of conservation records.

The AIC Board appointed Nancy Schrock as Conservation Archives Placement Coordinator to serve as liaison between conservators or other potential donors of records and appropriate archival repositories. Readers may contact her at 15 Cabot Street, Winchester, MA 01890, if they have any questions about the feasibility study, know of any collections that are in jeopardy, or if their institution wishes to accept collections of treatment records in its archives. A more extensive description of the project will appear in *CAN* and *Art Documentation*. For information about legal issues, see: "Who Owns Your Treatment Records," *AIC Newsletter* (12:6, November 1987).

CURRENT READING

Susan G. Swartzburg

A number of excellent articles relating to preservation and conservation have appeared in the past few months. Thus, the remainder of this column will be a review of the current literature, which is instructive, often stimulating, and occasionally provocative.

James O'Toole's essay, "On the Idea of Permanence," *American Archivist*, 52:1 (Winter 1989) 10-25 explores the concept of "permanence." He suggests that it is time for archivists to examine their

(Continued on p.18)

PRESERVATION NEWS

(Continued from p. 17)

desire to preserve original materials for eternity. It is a timely essay, with the current trend toward preservation and access through the reformatting of materials.

The New York State Conservation Consultancy, 2199 Saw Mill River Road, Elmsford, NY 10523, has prepared a series of 19 *Conservation Bulletins* on all aspects of conservation, including "Basic Principles of Storage," "Storage of Archival Documents and Works of Art on Paper," "Control of Temperature and Humidity in Small Institutions," "Storage and Care of Photographs," and "Warning Signs - When Photographs Need Conservation." The entire set is available at a price of \$15, \$10 for New York State non-profit institutions. Leaflets may also be purchased individually.

Karl E. Longstreth reviews "The Preservation of Library Materials in 1988," in *Library Resources and Technical Resources*, 33:3 (July 1989), 217 - 226, with its bibliography reflecting the trends and directions in preservation during the year. With assistance from the Getty Conservation Institute, the Conservation Information Network (CIN), a database for bibliographical information on conservation and preservation is now available. It is described in "Introducing the Conservation Information Network," *Archival Information newsletter*, 2:4 (Winter 1988/89), 70 - 73.

Gary Saretzky edited the July 1989 issue of *Conservation Administration News*, No. 38, on the preservation of photographs. It contains three articles: "Guidelines for the Administration and Care of Daguerreotype Collections," by Grant B. Romer, 4 - 5; "Cold and Cool Vault Environments for the Storage of Historic Photographic Materials," by Siegfried Rempel, 6 - 7, 9; and "Negative Duplication: Evaluating the Reproduction and Preservation Needs of Collections," by Steven P. Puglia, 8-9.

In their article "Current Issues in the Preservation of Photographs," by Nora Kennedy and Peter Mustardo, *AB Bookman's Weekly*, 83:17 (April 24, 1989), 1773-1783, the authors discuss issues and problems in preservation and conservation. The role of the American Institute for Conservation and its Photographic Materials Group is described. The authors also discuss the education and training of a photographic conservator and his or her role.

Gregor Trinkaus-Randall's article, "Preserving Special Collections Through Internal Security," *College and Research Libraries*, 50:4 (July 1989), 448 - 454,

discusses various procedures that can affect security in special and archival collections and provides a summary of options. The author surveyed 26 repositories and their practices in this area.

Conservator Walter McCrone reports on the analysis carried out by McCrone Associates in the authentication of the "Vineland Map," circa 1440, belonging to the Beinecke Library, Yale University: *Analytical Chemistry*, 60:10 (May 10, 1989), 1009 - 1081. The Vineland map controversy is a case study in the strengths and weaknesses of chemical analysis and points up the need for careful professional evaluation of object, provenance, and evidence by archivists.

Toby Murray describes the planning, design, and construction of the conservation workshop at the University of Tulsa Library in "Hacksaws, Hard Hats, and Headaches," *Conservation Administration News*, No. 38 (July 1989), 10 - 11, 25. Each of us needs to evaluate whether the collections merit the expense of such a workshop, which is costly to start up, even in the best of circumstances, and expensive to operate.

Valerie Ferris' "Don't Film It If You're Not Recording It!" *Library Conservation News*, No. 22 (January 1989), 3, 8 stresses the importance of keeping records of what is filmed for preservation and access.

David Erhardt discusses the "Relationship of Reaction Rates to Temperature," *Abbey Newsletter*, 13:3 (June 1989), 38 - 39, concluding that libraries and archives should be kept at a temperature of about 68 degrees Fahrenheit. Although this is common knowledge, the article will help justify it to the administrator who wants to know why.

Disaster planning and recovery continues to be a topic of interest. The Canadian Conservation Institute's *CC/Notes*, "Planning for Disaster Management," 14/1 - 3 (May 1988), covers planning and hazard analysis and provides a basic checklist. Don Hartsell, the founder of Solex Technologies, and his company's process for the drying of water-damaged library and archival materials are profiled by Daniel B. Wood in the *Christian Science Monitor*: "Industrial-Strength Drying for Wet Buildings," Tuesday, May 13, 1989, page 13.

On a lighter note, see "The Secret Page," by Charles Curran; *Library Resources and Technical Services*, 33:3 (July 1989), 281 - 283, on ownership marking procedures in libraries and archives.

Happy reading!

**MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE
TREASURER'S REPORT, 1989/90 FISCAL YEAR
FIRST QUARTER - JUNE 1, 1989 - AUGUST 31, 1989**

Item	Budget	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total	Budget %
Income							
Membership Dues	10,000.00	243.00				243.00	2.43
Publication Sales	1,000.00	111.75				111.75	11.18
Publ. Advertising	1,500.00	105.00				105.00	7.00
Bank Interest							
& Credits	1,300.00	236.65				236.65	18.20
Conferences	8,000.00	4,000.00				4,000.00	50.00
Misc. Income	100.00	40.00				40.00	40.00
	<u>21,900.00</u>	<u>4,736.40</u>				<u>4,736.40</u>	<u>21.63</u>
Expenses							
Admin. & General	2,010.00	126.70				126.70	6.30
Membership	2,000.00	120.46				120.46	6.02
Committees	2,200.00	303.89				303.89	13.81
Conferences	2,000.00	0.00				0.00	0.00
Publications	13,310.00	2,040.68				2,040.68	15.33
Awards	300.00	0.00				0.00	0.00
	<u>21,820.00</u>	<u>2,591.73</u>				<u>2,591.73</u>	<u>11.88</u>
Summary							
Opening Balance	21,587.79		Fund	Opening	Credits	Debits	Closing
Income	4,736.40		Current	3,704.63	4,736.40	2,591.73	5,849.30
Expenses	2,591.73		Endowed	3,000.00	0.00	0.00	3,000.00
			Reserve	14,883.16	0.00	0.00	14,883.16
Closing Balance	<u>23,732.46</u>		Surplus	0.00	0.00	0.00	0.00
				<u>21,587.79</u>	<u>4,736.40</u>	<u>2,591.73</u>	<u>23,732.46</u>
Checking	513.95						
Money Market	12,197.67						
Certif. of Deposit	11,020.84						
	<u>23,732.46</u>						

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